

DEPARTMENT OF
DEFENSE, VETERANS AND EMERGENCY MANAGEMENT
Military Bureau
Joint Force Headquarters, Maine National Guard
Camp Keyes, Augusta, Maine 04333-0033

11 July 2013

TECHNICIAN POSITION VACANCY ANNOUNCEMENT #13-064

POSITION: Intelligence Operations Specialist (D1660000) (GS-0132-11) EXCEPTED POSITION

LOCATION: 101st Operations Group, Bangor, Maine

SALARY RANGE: \$57,408 to \$74,628 per annum

CLOSING DATE: 26 July 2013

AREA OF CONSIDERATION: Consideration will be given to all qualified permanent and indefinite MeANG Enlisted Technicians who apply.

PERMANENT CHANGE OF STATION (PCS): PCS expenses may not be authorized for this position. Authorization for payment of PCS expenses will be granted only after a determination is made that payment is in the best interest of the Maine National Guard.

DUTIES: See attached duties and responsibilities.

MINIMUM QUALIFICATION REQUIREMENTS: Each applicant must show how they meet the General and Specialized Experience listed below; otherwise, the applicant may lose consideration for this job.

GENERAL EXPERIENCE: Administrative, professional, or investigative, or technical or which required the ability to deal effectively with others; to collect, evaluate and organize pertinent facts; and to prepare clear and concise written reports..

SPECIALIZED EXPERIENCE: Must have thirty six (36) months experience for the GS-11 level, which required the applicant to acquire and apply each of the following knowledge, skills, and/or abilities:

1. Ability to formulate policies, direct and coordinate intelligence activities.
2. Knowledge of intelligence organizations and systems.
3. Ability to analyze and evaluate raw data in order to provide finished reports.
4. Skill in researching and compiling intelligence information to be disseminated.

COMPATIBILITY CRITERIA: AFSC: 1N0XX **NOTE:** If you do not possess the compatible AFSC, you will not be disqualified from being considered. Selected applicant must be prepared to attend the appropriate school.

MILITARY ASSIGNMENT: 1N0XX

INCENTIVE PROGRAM: Non-Technician Maine National Guard personnel who are participants (bonus recipients/student loan repayment program) may have their benefits terminated and/or recouped when employed as a permanent Military Technician.

POTENTIAL ADMINISTRATIVE FURLOUGH: A temporary non-duty, non-pay status, is being proposed under the authority of TPR 715 and the Budget Control Act of 2011. Selected/hired individual may be subject to the pending government furlough.

HOW TO APPLY: Detailed instructions are contained in an Instruction Guide titled "Technician Vacancy Announcement Guide" which should be posted with this vacancy announcement. Applicants may apply using the OF Form 612 Optional Application for Federal Employment, a resume, or any other format they choose. In addition to their basic application, applicants are strongly encouraged to complete ME Form 171, Military Experience and Training Supplement. Applications forwarded to HRO should be no more than eight (8) pages although additional pages may be submitted as necessary. Applications should include written or documented proof of education, training, and work experience deemed necessary to adequately respond to general and specialized experience factors listed in the TPVA. Professional licenses or education transcripts necessary to validate qualifications should be submitted as required in the TPVA. Do not include photo copies of awards (a military ribbon rack or civilian certificate), letters of commendation, enlisted or officer performance reports, Technician performance appraisals, and personal photos unless specifically requested in the "TPVA". Applications must be forwarded to: Joint Force Headquarters, ATTN: HRO, Camp Keyes, Augusta, Maine 04333-0033, NOT LATER THAN the closing date. Applications received AFTER the closing date WILL NOT BE CONSIDERED. The use of government envelopes, postage or facsimile machines to submit applications is prohibited. We are allowed to receive facsimiles sent from non-government facsimile machines. The inter-office distribution system may be used. You may also e-mail it to: ng.me.mearng.list.hro-applications@mail.mil.

APPOINTMENT: Selectee will be required to participate in Direct Deposit/Electronic Funds Transfer as a condition of employment. The Adjutant General retains exclusive appointment authority for Technicians. No commitment will be made to any nominee prior to a review of qualifications by this office. The Maine National Guard is an Equal Opportunity Employer. All appointments and promotions will be made without regard to race, color, creed, sex, age or national origin.

DISSEMINATION: Supervisors/Commanders please post to bulletin boards, read at unit formations and notify personnel who may be interested. Qualified personnel who may be absent during this announcement period due to ADT, AT, TDY, school, illness, etc., should be notified.

WORK: DSN 626-6017/COM (207) 430-6017 FAX: DSN 626-4246/COM (207) 626-4246

FOR THE HUMAN RESOURCES OFFICER:

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CRAIG P. BAILEY
MSG, MEARNG
Human Resources Specialist
(Classification)

D1660000

a. INTRODUCTION:

This position is located in the Intelligence function of the Operations Group at an Air National Guard (ANG) flying unit. The primary purpose of the position is to perform specialized duties and to train assigned military unit members in the duties and functions associated with operational intelligence. Provides detailed intelligence analysis for mission planning, aircrew briefings and debriefings. Trainer and task certifier for intelligence systems, order of battle maintenance, mission planning, threat analysis, and GI&S support. In addition, the incumbent performs complex intelligence analysis of all pertinent threat weapons systems and geopolitical conditions that could impact the unit's mission success. This position requires a comprehensive working knowledge of intelligence support operations, procedures, and practices.

b. DUTIES AND RESPONSIBILITIES:

(1) Assists the Senior Intelligence Officer in assuring the Intelligence function maintains a capability to provide timely and accurate operational intelligence support and fully trained intelligence personnel during peacetime and contingency operations. Coordinates with the Gaining Command on operational intelligence elements needed to carry out coordination and liaison with counterparts and colleagues in such other major command intelligence organizations as Air Combat Command (ACC) and Air Mobility Command (AMC), Air National Guard Bureau Headquarters (NGB), United States Air Forces Europe (USAFE), Pacific Air Forces (PACAF) and such other governmental agencies as Defense Intelligence Agency (DIA), National Security Agency (NSA), U.S. Space Command (SPACECOM), Air Intelligence Agency (AIA), U.S. Strategic Command (USSTRATCOM), and the Central Intelligence Agency (CIA). Incumbent represents the organization at interagency conferences and meetings that deal with specialty functions and internal training requirements at the unit level.

(2) Incumbent is recognized as an organization expert within functional assignment. They are the unit authority on all aspects of internal intelligence training. Incumbent is empowered to commit personnel and unit intelligence resources to missions and special exercises, including coordinating with outside agencies, under the general direction of supervisor. Represents the unit and the Intelligence section in making agreements and commitments within the scope of his/her assigned functional area of expertise. Provides guidance and assistance to unit and Gaining Command Intelligence specialists and serves to coordinate on projects jointly undertaken by the unit, Gaining Command, and other organizations.

(3) Coordinates training requirements with Gaining Command Intelligence Section. Plans and develops objectives and work schedules for training assigned intelligence personnel during Unit Training Assemblies (UTA), Annual Training (AT), and unit deployments. Identifies training requirements and conducts or organizes training courses for intelligence personnel on operational intelligence related subjects to include worldwide surface-to-air missile (SAM), air-to-air missile (AAM), anti-aircraft artillery (AAA), aircraft capabilities and employment, and the marking and destruction of classified material. Subject Matter Expert (SME), trainer, and task certifier for all intelligence Initial Qualification Training (IQT), Mission Qualification Training (MQT), and Continuation Training (CT) to include all intelligence computer systems (non-targeting specific automated systems), order of battle maintenance, mission planning, and GI&S support. Upon compiling the training requirements, incumbent works with the Intelligence Operations Specialist and Group Training Manager to identify shortfalls and develop plans to correct them.

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- (4) Assists in training and testing aircrew on worldwide threats that potentially could affect mission success to include surface-to-air missile (SAM), air-to-air missile (AAM), anti-aircraft artillery (AAA), and aircraft threats. Provides clarity to mission training and employment taking into account worldwide threat employment capabilities, tactics, techniques, and procedures. Trains aircrews on matters such as survival, evasion, resistance, and escape; search and rescue; and visual recognition studies and techniques.
- (5) Develops scenarios for unit training missions. Creates and updates Threat of the Day files for mission planning study for peacetime and contingency operations. Geospatial (GI&S) Program Manager for the unit. Creates and updates the unit's classified and unclassified intelligence reference libraries in accordance with supervisor, ANG, MAJCOM, and Air Force instructions.
- (6) Performs assigned operational intelligence research and analysis, and, based on thorough understanding of the significance of conditions and trends, develops and projects data and draws meaningful conclusions and clear estimates based on current and past intelligence situations. Briefs the findings and estimates of these special assignments to superiors, planners, and policy makers. Provides detailed threat analysis for mission planning and pre-mission briefings to the Mission Planning Cell (MPC). Subject matter expert on debriefing aircrews flying all mission types, extracting critical information on mission results and threats encountered. Provides in-depth finished analysis of missions through the fusing of Mission Report (MISREP), and other intelligence sources. Ensures Force Protection intelligence is analyzed and briefed in a timely manner to affect the unit's Force Protection Condition (FPCON) and personnel safety. Alternately assigned intelligence specialist for the unit's Threat Working Group (TWG). Assists the Senior Intelligence Officer (SIO) in the oversight of the Sensitive Compartmented Information (SCI) program.
- (7) Manages the Intelligence Mobility Program to guarantee all unit personnel and equipment is properly prepared for worldwide tasking and deployments. Provides recommendations to the Unit Mobility Officer with intelligence information concerning the deployment location and advises on special security requirements for deploying sensitive material and equipment. Ensures intelligence Unit Type Codes (UTCs) are properly reported to higher headquarters through the AEF Reporting Tool (ART) and (SORTS). Creates and conducts pre-deployment intelligence spin-up training for deploying intelligence personnel assigned to Aerospace Expeditionary Force (AEF) and Outside of the Continental United States (OCONUS) deployments. Assists the supervisor in aircrew pre-deployment spin-up training. Creates and briefs pre-deployment intelligence information to support personnel assigned to AEF and OCONUS deployments. Procures and maintains required intelligence equipment and publications for home station and deployed operations. Writes applicable portions of the Unit Mobility Plan.
- (8) Performs other duties as assigned.